

Answers to questions asked as of July 22, 2015

RFP 15-0118 Enterprise Asset Management Consultant Services

1. Has the City determined a budget for this project? If so, can it be shared?

Answer: See answer to questions submitted on July 17, 2015 at <http://www.sioxford.org/business/rfq/2015/06/15-0118.aspx>

2. Does the City have target dates for certain project milestones (e.g., completion of phase 1)? If so, what are they?

Answer: See answer to questions submitted on July 17, 2015 at <http://www.sioxford.org/business/rfq/2015/06/15-0118.aspx>

3. Does the City desire that the selected consultant give and/or facilitate presentations during the project? If so, at what milestones and to what audiences?

- **Answer: The City expects the consultant to give and/or facilitate presentations during the project. At this point specific milestones and audiences are undetermined but offers should refer to section 2.02 which outlines the scope of work.**

4. How many references does the City desire that each offeror submit?

Answer: There is no minimum listed in the RFP.

5. Does the City desire regular status updates/reports for the duration of the project? If so, at what frequency (e.g., bi-weekly, monthly)

Answer: No less than bi-weekly.

6. Are offerors that sell hardware or software products precluded from responding to the City's RFP?

Answer: See answer to questions submitted on July 17, 2015 at <http://www.sioxford.org/business/rfq/2015/06/15-0118.aspx>

7. Will the City accept an Adobe PDF file on CD-ROM as an electronic copy of the proposal?

Answer: Yes.

8. Can the proposal be hand delivered on July 31st, or do they need to be delivered by UPS/FedEx/USPS?

Answer: Yes

9. How does the City want the respondents to the proposal to include the cost proposal as required Paragraph 5 of Section 3? Do you want the cost proposal to be incorporated within the proposal, or do you want the cost proposal to be incorporated in a separate letter/package in an envelope outside of the proposal?

Answer: Submitted as written in the proposal.

10. Based on Section 3, Paragraph 5, you are requiring a framework of costs for Phase Two. With respect to phase 2, there are a lot of variables still in effect (i.e. selected services of consultant, software selection). Can this framework cost be a cost range for each identified task considering the possible variables?

Answer: No, we are requiring phase two to be priced per-hour or per task.

11. Under Section 4, Paragraph 4.01, one of the selection criteria is the "reasonableness of cost for the project if any". Will this selection criteria only reflect phase 1 costs (i.e. more defined costs) versus total cost proposal which would include phase 2 costs which are only framework costs?

Answer: The City will consider the cost for both phase one and two when the proposals are ranked.

12. What is the budget for the consulting services component of this project?

Answer: See answer to questions submitted on July 17, 2015 at <http://www.siouxfalls.org/business/rfq/2015/06/15-0118.aspx>

13. In which section of the submittal would you prefer we describe our "project approach"?

Answer: The project approach can be placed in or right after the cover letter.